

02 September 2023

## MICT ADVISORY



MICT e-Gate >

# TRUCK MANIFESTING

**BEFORE THE GO LIVE DATE ON  
SEPTEMBER 3**

**ALL TRUCKS WITH TRANSACTIONS IN  
MICT STARTING THIS DATE ARE  
REQUIRED TO HAVE A MANIFEST ID TO  
ENTER THE TERMINAL.**



### Truck Manifest Editor

- 1 Go to <https://tme.mict.com.ph/TruckManifestEditor> and register.
- 2 Log in using provided user credentials and click **TRUCK MANIFEST SEARCH**.
- 3 Complete all fields with the current Manifest details and click **PROCEED TO UPDATE**.
- 4 Update the fields with the new details\*.  
\*Make sure updated truck and driver are under the same truck company.
- 5 Once confirmed successful, **secure a copy of the confirmation page**.  
\*An email notification will also be sent to the TABS account that created the manifest.



### Truck List Feature

- 1 Log in to your TABS account and click on **MANIFEST** then click **TRUCKS**.
- 2 From the Truck List page, click on **ADD TRUCK** to begin adding trucks.
- 3 Input the plate number/s that you wish to add on your list, and then click **ADD** once done.
- 4 Once added, a banner will pop-up to confirm that your truck has been **successfully added** to your list.
- 5 During the manifest creation, click on **SELECT FROM TRUCK FLEET** to display your list of truck plates.

**NO MANIFEST MEANS NO VALID APPOINTMENT  
NO VALID APPOINTMENT MEANS NO MICT TRANSACTION**

\*corresponding sanctions will apply to those without valid MICT transactions

Please click the link below for more information on Truck Manifesting:

### [MICT e-GATE: Truck Manifesting](#)

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Download the ICTSI App now!

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Copy of the Standard Trading Conditions can be viewed at <https://mict.com.ph/terms-conditions> or available upon request.

